

AUDITOR/CONTROLLER-RECORDER**BUDGET UNIT: SYSTEM DEVELOPMENT (SDW REC)****I. GENERAL PROGRAM STATEMENT**

The Systems Development fund was established to support, maintain and improve the system of recorded documents. Revenue includes fees collected pursuant to Government Code Section 27361 on legal documents. There is no staffing associated with this budget unit.

II. BUDGET & WORKLOAD HISTORY

	Actual 2001-02	Budget 2002-03	Estimated 2002-03	Department Request 2003-04
Total Requirements	1,775,455	12,457,832	3,423,088	13,315,578
Total Revenue	2,769,996	2,750,000	3,550,834	3,380,000
Fund Balance		9,707,832		9,935,578

In accordance with Section 29009 of the State Government Code, the entire unreserved fund balance must be appropriated each year. Accordingly, actual expenditures in this fund are typically less than budgeted. The amount not expended is carried over to the subsequent year's budget.

III. HIGHLIGHTS OF RECOMMENDED PROGRAM FUNDED ADJUSTMENTS**STAFFING CHANGES**

None.

PROGRAM CHANGES

None.

OTHER CHANGES

None.

IV. VACANT POSITION IMPACT

None.

V. OTHER POLICY ITEMS

None.

VI. FEE CHANGES

None.

GROUP: Fiscal
 DEPARTMENT: Auditor/Controller-Recorder - Development
 FUND: Special Revenue SDW REC

FUNCTION: General
 ACTIVITY: Finance

ANALYSIS OF 2003-04 BUDGET

	A	B	C	D	B+C+D E Board Approved Base Budget
	2002-03 Year-End Estimates	2002-03 Final Budget	Base Year Adjustments	Mid-Year Adjustments	
<u>Appropriation</u>					
Services and Supplies	2,110,959	10,170,703	-	-	10,170,703
Equipment	825,000	1,800,000	-	-	1,800,000
Transfers	-	-	-	-	-
Total Appropriation	2,935,959	11,970,703	-	-	11,970,703
Operating Transfer Out	487,129	487,129	-	-	487,129
Total Requirements	3,423,088	12,457,832	-	-	12,457,832
<u>Revenue</u>					
Micro Fees	3,550,834	2,750,000	-	-	2,750,000
Total Revenue	3,550,834	2,750,000	-	-	2,750,000
Fund Balance		9,707,832	-	-	9,707,832

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DEPARTMENT: Auditor/Controller-Recorder - Development
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ANALYSIS OF 2003-04 BUDGET

	E	F	E+F G	H	G+H I	J	I+J K
	Board Approved Base Budget	Recommended Program Funded Adjustments	2003-04 Department Request	Vacant Position Impact	2003-04 Proposed Budget (Adjusted)	Recommended Vacant Restoration	2003-04 Recommended Budget
<u>Appropriation</u>							
Services and Supplies	10,170,703	(506,180)	9,664,523	-	9,664,523	-	9,664,523
Equipment	1,800,000	998,000	2,798,000	-	2,798,000	-	2,798,000
Transfers	-	685,555	685,555	-	685,555	-	685,555
Total Appropriation	11,970,703	1,177,375	13,148,078	-	13,148,078	-	13,148,078
Operating Transfer Out	487,129	(319,629)	167,500	-	167,500	-	167,500
Total Requirements	12,457,832	857,746	13,315,578	-	13,315,578	-	13,315,578
<u>Revenue</u>							
Micro Fees	2,750,000	630,000	3,380,000	-	3,380,000	-	3,380,000
Total Revenue	2,750,000	630,000	3,380,000	-	3,380,000	-	3,380,000
Fund Balance	9,707,832	227,746	9,935,578	-	9,935,578	-	9,935,578

AUDITOR/CONTROLLER-RECORDER

Recommended Program Funded Adjustments		
Services and Supplies	(308,680)	Reduction is due to more accurate and conservative reflection of actual expenditures.
	(167,500)	Moved to Operating Transfer Out for CIP Request.
	(30,000)	Decreased to fund AC Network Air FM.
	<u>(506,180)</u>	
Equipment	868,000	Continuing improvements to the Recorder's imaging system.
	100,000	APC Infrastructure.
	30,000	APC Network Air FM.
	<u>998,000</u>	
Transfers	487,129	Due to GASB 34 reclassified from operating transfers out.
	120,171	Increase in amount to Library (SAP CLB) for staffing and space for County Clerk functions.
	<u>78,255</u>	Increase in staff support costs to AAA ACR.
	<u>685,555</u>	
Total Appropriation	<u>1,177,375</u>	
Operating Trans Out	(487,129)	Due to GASB 34 funds disbursed to Auditor/Controller (AAA ACR) and County Library (SAP CLB) for staffing now budgeted as transfers.
	167,500	CIP request for 1st floor remodel.
	<u>(319,629)</u>	
Total Requirements	<u>857,746</u>	
Revenue		
Micro Fees	<u>630,000</u>	To reflect the level of recording activity.
Total Revenue	<u>630,000</u>	
Fund Balance	<u>227,746</u>	